

KEITH W RHEAULT
Superintendent of Public Instruction

STATE OF NEVADA

SOUTHERN NEVADA OFFICE
9890 S. Maryland Parkway
Suite 221, 234
Las Vegas, Nevada 89183
(702) 486-6458
Fax: (702) 486-6450

GLORIA P. DOPF
Deputy Superintendent
Instructional, Research and Evaluative
Services



GREG T. WEYLAND
Deputy Superintendent Administrative
and Fiscal Services

DEPARTMENT OF EDUCATION
700 E. Fifth Street
Carson City, Nevada 89701-5096
(775) 687 - 9200 · Fax: (775) 687 - 9101

CHILD NUTRITION OFFICE
9890 S. Maryland Parkway
Suite 221, Room 224
Las Vegas, NV 89183
(702) 486-6472
Fax (702) 486-6474

November 29, 2010

MEMORANDUM
SFSP-2011-01

To: Child Nutrition Sponsors
From: Donnell Barton, Director
Subject: Staff Assignments

Recently, the Office of Child Nutrition and School Health has experienced changes in personnel. Pat Cook officially retires on November 30, 2010 and Allyson Kellogg has taken a position with the Charter School Office effective November 29, 2010. Additionally, we are reorganizing the offices to provide better service for our sponsors. Currently, the northern office provides support for the National School Lunch Program (NSLP), School Breakfast Program (SBP), Residential Child Care Program (RCCI), Special Milk Program (SMP), NSLP Equipment Grant, and Fresh Fruit and Vegetable Program (FFVP). The southern office provides support for the Child and Adult Care Food Program (CACFP) and the Summer Food Service Program (SFSP).

Our goal is to provide services to all program sponsors from the northern and southern offices. We hope that you will be understanding and patient during our transition period. There will be several phases of transition including cross training of staff for all Child Nutrition Programs (CNP), inclusion of program officers in northern and southern offices, and reassignment of staff responsibilities.

Two program officers are joining our northern office on December 6, 2010. The new program officers are Vicki Graves and Sharon Pelfrey. Both Sharon and Vicki are currently employed with the Nevada Department of Education.

Ms. Graves has been working with the Byrd Scholarship Program and the GEAR UP Grant. Ms. Graves will be working with the following schools districts on their Fresh Fruit and Vegetable Grant: Carson City, Churchill County, Humboldt County, Lyon County, Pershing County, and Storey County School Districts. In addition, Ms. Graves will be assisting with the claim processing and federal reporting requirements. Ms. Graves contact information is vgraves@doe.nv.gov and her telephone number is 775-687-9219.

Ms. Pelfrey has been assisting in the School Improvement and Special Education Offices. Ms. Pelfrey will be working with the Washoe County School District Fresh Fruit and Vegetable Program and assisting with the following northern SMP sponsors:

An Equal Opportunity Agency

Board of Regents TMCC/E
Board of Regents UNR/CFRC
Board of Regents WNC
City of Reno Parks, Recreation & Community
Renown Regional Medical
Trinity Lutheran Child Care Center
Zion Lutheran Preschool
Our Lady of the Snows

Ms. Pelfrey's contact information is spelfrey@doe.nv.gov and her telephone number is 775-687-9103.

I am pleased to announce that Diana Hollander, Program Officer I, has also joined the Office of Child Nutrition and School Health staff. Ms. Hollander has been with the Nevada Department of Education for the past 15 years working with Teacher Licensure and School Transportation. She will continue her work in school transportation and will be working with the Clark County School District Fresh Fruit and Vegetable Program, and assisting the Special Milk Sponsors located in the southern Nevada.

Diana Hollander will be working with the following Special Milk Sponsors:

All Saints Day School
Board of Regents UNLV CSUN Preschool
City of Henderson
City of North Las Vegas Parks & Recreation
Clark County Parks & Recreation Safekey
Griffith United Methodist Day School
Hill & Dale CDC – Community Lutheran
Las Vegas Area Council, Boy Scouts of America
St. Anne School
St. Viator School

Ms. Hollander's contact information is dhollander@doe.nv.gov and her telephone number is 702-486-6472, extension 5.

Kathy Stewart will be providing technical assistance and approving claims for the Carson City School District, Clark County School District and the Washoe County School District.

Karen Vogel will be providing technical assistance and approving claims for Churchill County, Douglas County, Elko County, Esmeralda County, Eureka County, Humboldt County, Lander County, Lincoln County, Lyon County, Mineral County, Nye County, Pershing County, Storey County, and White Pine

County School Districts, Imagine School in the Valle, Pyramid Jr./Sr. High School and Redeemer Lutheran.

The following NSLP and RCCI sponsors are scheduled for a CRE, Provision II review or an additional review:

Carson City School District – Additional Review: Kathy Stewart, Lead
Churchill County School District – Additional Review: Kathy Stewart, Lead
Humboldt County School District – Provision II: Kathy Stewart, Lead

Don Goforth – CRE: Kathy Stewart, Lead
Lyon County School District – Additional Review: Kathy Stewart, Lead
NYTC – CRE: Kathy Stewart, Lead
Washoe County School District – CRE: Kathy Stewart, Lead; Karen Vogel, assisting
Elko County School District – CRE: Karen Vogel, Lead
Nye County School District – CRE: Karen Vogel, Lead
Mineral County School District – CRE: (Second Review) Karen Vogel, Lead
Clark County School District – Provision II Streamline Base Year: Donnell Barton, Lead
with southern audit staff

Both Ms. Graves and Ms. Pelfrey will be assisting Kathy Stewart with the Coordinated Review Efforts (CRE) in the north. Ms. Hollander and Tammy Kratz will be assisting Karen Vogel with the Coordinated Review Efforts in the south. Lead staff will be contacting sponsors in the next few weeks to set-up the review schedule.

Ms. Vogel will continue her duties with the Summer Food Service Program and will be assisted by Ms. Hollander and Ms. Kratz.

Diane Hogan and Angela Goodrich applied for the Child and Adult Care Food Program Wellness Grant and received notification of the grant award. Due to the increase workload they will transfer their Fresh Fruit and Vegetable Program grant duties to Ms. Hollander. Ms. Hogan and Ms. Goodrich will continue their duties with the Child and Adult Care Food Program.

DB/tk